



Citizens' Voice Project

MONTHLY REPORT

OCTOBER 2012

TDEA Office

Citizens' Voice Project

520-Margalla Road, F-10/2, Islamabad

T: +92-51-2100862-63-64

Website: www.cvpa-tdea.org

Table of Contents

EXECUTIVE SUMMARY	- 2 -
1. ADMINISTRATION AND PROCUREMENT.....	- 3 -
2. HUMAN RESOURCE MANAGEMENT.....	- 4 -
3. MONITORING, EVALUATION AND RESEARCH	- 5 -
3.1. PROGRAM DEVELOPMENT AND RESEARCH	- 5 -
3.1.1. <i>Reviews, Approvals and Application Revisions</i>	- 5 -
3.1.2. <i>Fifth Grants Cycle</i>	- 5 -
3.2. MONITORING AND EVALUATION.....	- 6 -
3.2.1. <i>Pre-Award Support for the Award of Grants</i>	- 6 -
3.2.2. <i>Post-Award Monitoring</i>	- 6 -
3.2.3. <i>M&E System Development</i>	- 8 -
4. FINANCE, GRANTS AND COMPLIANCE.....	- 8 -
4.1. GRANTS	- 8 -
4.1.1. <i>Pre-Award Assessments</i>	- 8 -
4.1.2. <i>Process Improvement</i>	- 8 -
4.1.3. <i>Due Diligence</i>	- 8 -
4.1.4. <i>Award of Grants</i>	- 8 -
4.1.5. <i>Pre- and Post-Award Conditions</i>	- 10 -
4.1.6. <i>Technical Assistance to Partners</i>	- 10 -
4.2. FINANCE.....	- 10 -
4.3. COMPLIANCE.....	- 11 -
5. MANAGEMENT INFORMATION SYSTEM (MIS).....	- 11 -
5.1. WEBSITE	- 11 -
5.2. COMPLIANCE SUPPORT	- 12 -
5.2.1. <i>NRSP (OTI Data Base)</i>	- 13 -
5.2.2. <i>PAK INFO</i>	- 13 -
5.3. NETWORK INFRASTRUCTURE AND SUPPORT	- 13 -
5.4 GMIS	- 13 -
5.5 EIMS	- 13 -
6. CAPACITY BUILDING	- 13 -
6.1. PARTNER ORGANIZATIONS	- 13 -
7. COMMUNICATIONS AND EXTERNAL RELATIONS.....	- 14 -
8. ELECTION INFORMATION MONITORING SYSTEM (EIMS).....	- 14 -
8.1. OFFICE SETUP AND OTHER PREPARATIONS	- 14 -
9. COMMUNICATIONS UNIT	- 16 -
APPENDIX I: PROVINCE OR REGION WISE DISTRIBUTION OF PARTNERS (AS OF OCTOBER 31, 2012).....	- 17 -
APPENDIX II: THEMATIC AREA WISE PRE- AND POST-AWARD CONDITIONS UPDATE (AS OF OCTOBER 31, 2012)	- 18 -
APPENDIX III: THEMES AND ORGANIZATION WISE GRANT DISBURSEMENT (AS OF OCTOBER 31, 2012)	- 19 -

Executive Summary

This report highlights the progress made by the Citizens' Voice Project in the month of October 2012. With the addition of one more award, the total number of awards at the end of October 2012 stood at 35, including CPDI, which is still pending USAID clarification. The project also submitted seven more recommended applications to the USAID for approval, which raised the number of applications pending USAID approval to 42.

The fourth cycle awards, announced on September 30, received an unprecedented response and a total of 369 applications were received. Earlier, the information about the cycle had been disseminated to more than 5000 users, three times, from the start to the close of the cycle via emails. The Project also made preparations for the fifth grants cycle and suggested themes and ideas to USAID for its approval.

A Task order was issued to AASR-GT for nine more pre-award assessments, while 22 pre-award assessment reports under the 3rd grants cycle were also reviewed to determine the level of risk and inform negotiations related to awards of grants and capacity action plans.

The M&E Unit continued to undertake monitoring and evaluation work during the month, and completed five pre-award assessments of short-listed applications under the Eighteenth Amendment, Local Government, Transparency and Accountability Mechanisms, and Energy themes under the third grants cycle. The Project staff also provided approvals or technical support to partner organizations in the recruitment of project coordinators and managers as well as production of various communication materials.

Key activities undertaken by our partners included, among others, the opening ceremony of project by Your Engineering Solutions; formation of a District Municipal Services Accountability Network and four Municipal Services Support Committees in Dir by ABKT; and two capacity building workshops on water rights by AWAZ and DAMAAN each. Additionally, PEACE-KP conducted a three-day workshop on Power Generation, Transmission and Distribution Policies and Procedures; PEHE held advocacy sessions with farmers regarding water losses; and The Network conducted a training workshop for government officials/members of Consumer Councils and other groups.

In terms of capacity building, TAF and IoBM made preparations for and held a week-long training workshop for partner organizations. Twenty staff members from ten partner organizations participated in this institutional development course. Also, preparations were made by TAF and COMSATS to conduct a similar week-long course for senior staff members of partners to be conducted by COMSATS University in Islamabad in November 2012.

1. Administration and Procurement

The delivery of Honda City and Suzuki APV is expected in November 2012 and December 2012 respectively.

Following items were purchased for EIMS:

Sr.#	Qty.	Item	Description
1	1	Automatic Voltage Stabilizer	Procured and installed
2	NA	License for Microsoft Windows 8 and Microsoft Office 2010	Procured and Installed
3	1	Multi-Functional Printer/ Photocopier	e-studio by Toshiba marketing model: 356se manufacturing model: dp-3590 Procured and installed
4	8	ATA Boxes	Procured and Installed
5	4	UPS of 5KVA with batteries	Centralized for each floor 1 UPS of 5 KVA for Ground Floor 1 UPS of 5 KVA for 1 st Floor 2 UPS of 5 KVA for server room and 3 rd floor Procured and installed
6	NA	Office stationary Items	Procured, stocked and issued
7	38 units	Office furniture	Work stations: L-shape, straight tables, small units, reception desk Procured and placed as per the floor plan
8	35	Computersystems	Desk Tops, Model: HP Pro 3330 MT Corei3 Procured and installed
9	2	Server Rack 42U	42U Procured
10	1	Wireless Access point	Rocket M2 up to 150 Mbps Procured and Installed
13	1	VPN Server	Dell- Dell Power Edge R720 Rack Mountable
14	1	Data backup server	Dell-OptiPlex 7120 Small Form Factor
15	1	Exchange server	Dell-OptiPlex 7120 Small Form Factor

- In September, a vehicle was rented on a daily basis for official use for one week only. In October, however, a more permanent solution was found, and an office vehicle along with a driver has been arranged on monthly rental basis.

- Procurement of the Diesel Generator has been delayed due to certain budget related questions. The process was reinitiated after altering the requirement from 70KVA to 30KVA to meet the available budget.
- Meetings were held with the lawyer (Mr. Riffat Malik of M/s Law In.) to fulfill all the legal requirements of Pakistan Telecommunication Authority (PTA) for the acquisition of a short code license.

In addition to the above, the unit performed a range of routine functions and operations to support the ongoing project activities.

2. Human Resource Management

Manager Communication, Mr. Haroon Asif, completed his notice period on October 10, 2012, following his resignation the previous month.

Program Officer Communications, Ms. Zahra Gandapur submitted her resignation on October 31, 2012, which was accepted by the project management.

First round of interviews for the positions of Director Monitoring, Evaluation and Research, Manager Security, and Manager Operations were conducted; and suitable candidates were shortlisted for a 2nd round of interviews.

Recruitment process for the position of Manager Communications was completed. Ms. Samar Hasan is expected to join the project on November 15, 2012.

Recruitment process for two vacant positions in M&E remained underway. The delay is partly because of the Project's need to engage at least one of the M&E staff members from Balochistan, who needed to be tested and interviewed in person.

Following staff members were recruited for the EIMS Unit:

Sr. No.	Designation	Employee Name	Date Of Joining
1.	Program Director	Kashif Iftikhar	15-Oct-2012
2.	Manager Operations	Aamir Latif	22-Oct-2012
3.	Finance Officer	Faheem Qureshi	22-Oct-2012
4.	Admin & Procurement Officer	Imran Arshad	15-Oct-2012
5.	HR Officer	Nadia Liaquat Abbasi	31-Oct-2012
6.	Receptionist	Mahrukh Khan Lodhi	22-Oct-2012

Recruitment process for the following positions was completed, and USAID's approval was duly obtained. The recruited staff members will be joining EIMS on the dates mentioned below:

Sr. No.	Designation	Employee Name	Date of Joining
1.	Report Writer	Baqir Hussain	1-Nov-2012
2.	Report Writer	Usama Zafar	15-Nov-2012
3.	Web Master	Farah Ali	1-Nov-2012
4.	Application Developer	Shazia Yousaf	1-Nov-2012
5.	Application Developer	Tanzila Afzal	2-Nov-2012
6.	Application Developer	Muhammad Gulraj	1-Nov-2012

7.	Application Developer	Abdul Wahab	1-Nov.2012
8.	GIS Expert	Adeel Arif	1-Nov-2012
9.	Data Security Officer	Abdul Rasheed Baloch	5-Nov-2012

3. Monitoring, Evaluation and Research

3.1. Program Development and Research

3.1.1. Reviews, Approvals and Application Revisions

After the closing date for the 4th grant solicitation, the technical review process was initiated for 369 received applications. Given the substantial increase in the number of applications, the technical review process is expected to complete by November 20, 2012.

After appropriate revisions, the consolidated application of DTCE was submitted to the USAID for approval on October 2, 2012.

The PD&R Unit completed the pre-award assessments as well as revision of legislative governance applications in relation to the USAID's recommended (on August 8, 2012) organizations, and submitted 6 approval summaries to the USAID on October 16, 2012. The following table provides summary information about the applications submitted to USAID in October 2012:

Recommended applications

Theme	Nation-wide	Punjab	Sindh	KPK	FATA	Baloch-istan	GB	AJ&K	Total
Legislative Governance	0	2	0	1	0	2	0	1	6
Local Governments	1	0	0	0	0	0	0	0	1
Total	1	2	0	1	0	2	0	1	7

As for the USAID recommendation to the Project on September 18, 2012 that it should consider 'all the organizations with 50% and above marks for funding under cycle 3¹, the PD&R Unit reviewed the relevant applications and, after the GMC's input, engaged 11 organizations for the improvement of their applications. The process is likely to complete by the end of the first week of November 2012.

3.1.2. Fifth Grants Cycle

The Unit made preparations for the fifth grants cycle. In this context, it suggested themes and ideas, which were shared with the USAID on October 15, 2012. It was proposed that the 5th grants cycle may be announced around October 31, 2012.

¹ Earlier, GMC or PSC had not recommended, due to multiple reasons, several applications for award, despite having more than 50 Or even 60 marks. However, the USAID required the project to further review such applications and see if more applications could be recommended after necessary risk mitigation measures.

3.2. Monitoring and Evaluation

3.2.1. Pre-Award Support for the Award of Grants

The M&E Unit revised work plans of one applicant of 3rd Grant Cycle (i.e. Energy theme), and one applicant of 2nd Grant Cycle (i.e. Legislative Governance theme); and shared the same with the Grants Unit for further process. These applicants are:

- Global Prosperity Network (GPN); and
- Pakistan Institute of Legislative Development and Transparency (PILDAT).

The Unit also completed 5 programmatic pre-award assessments of short-listed applications under the Eighteenth Amendment, Local Government, Transparency and Accountability Mechanisms, and Energy themes under the third grants cycle. The process involved review of documents and visits to the offices of relevant organizations for spot checks and discussions with the management. The finalized pre-award assessment reports were also uploaded on the GMIS. The list of these 5 applicants with their risk level is given in the table below:

Applicant Name	Risk Category
AJKRSP	Low Risk
CCHD	Low Risk
Community Development Foundation	Low Risk
Al Mustafa Development Foundation	Medium Risk
DAMAN	High Risk

3.2.2. Post-Award Monitoring

Project team shared monthly and quarterly reporting format with 3 partners.

Three quarterly reports were received, which were processed for performance analysis as well as required clearances to the Grants Unit for release of related installments.

The Unit processed approvals of project coordinators/managers of 8 positions to be filled by the partners on the awarded projects. The related organizations included AWAZ CDS, ABKT, AGHE, STEP, HDO, HDF and YES.

M&E unit provided support and facilitation, and later approved:

- Banners developed by five partners i.e. ABKT; READ Foundation, LEAD Pakistan, Sudhaar and SHERD;
- Posters of two partners i.e. PES and DEWA;
- Advertisements for hiring staff and consultants by four partners i.e. HDO, OHD, Pak Women and STEP;
- Brochure of 1 partner i.e. LEAD Pakistan;
- Press Release of one partner (i.e. HDF;
- Quarterly Newsletter of 1 partner i.e. GSF; and
- Draft MOU of one partner (i.e. DEVCON).

A post-award field-monitoring plan for the First and Second Grants Cycle partners was finalized and, based on the plan; post-award field visits were carried out. The partners visited during the month of October 2012 are as follows:

- CRCP;
- The Network for Consumer Protection;
- Children First;
- Sudhaar;
- Human Development Foundation (HDF);
- Goth Seenghar Foundation (GSF); and
- Participatory Efforts for Healthy Environment (PEHE).

During these post award visits, the M&E field teams held meetings with project staff, reviewed the progress (i.e. targets vs. achievements), verified the activities of partners as per their monthly progress reports and provided them assistance for the preparation of monthly progress reports, quarterly progress reports, field monitoring reports, events reports, and other necessary documentation.

Some of the activities implemented by partners during October 2012 are summarized as below:

- CRCP shared two Fact Sheets during the month of October 2012. The aim of these fact sheets is to share the implementation status of decisions taken by the decision makers, track the reform process and highlight the grey areas relating to implementation of the decisions, policies, regulations and environmental measures. The fact sheets also analyze the implementation status of various policy instruments in the sector. The fact sheets are disseminated among the relevant stakeholders of Natural Gas sector.
- Your Engineering Solutions held their opening ceremony of their project on October 24, 2012 in Mirpur AJK. Ch. Muhammad Yasin, Senior Minister of AJK, attended the ceremony as the Chief Guest. Other attendees included COP, Mukhtar Ahmad Ali, Members of Azad Jammu & Kashmir Legislative Assembly and key government officials.
- ABKT formed 1 District Municipal Services Accountability Network in District Dir (Lower).
- ABKT formed 4 Municipal Services Support Committees in Temegra and Adenzai in District Dir (Lower).
- LEAD Pakistan organized an NGO cluster Meeting in Multan on Nov 6, 2012. 37 males and 5 females participated in the meeting.
- Children First organized an Orientation session at tehsil level, which was held prior to the formation of Citizen Education Forums (CEFs).
- Children First formed a Citizen Education Forum (CEF) at Tehsil level.
- AWAZ conducted two water rights capacity building workshops for effective advocacy and awareness in Districts Multan and Bahawalpur during October 8-12, 2012. In total, 21 males and 21 females participated in these workshops.
- DAMAAN conducted two capacity building workshops on water rights entitlements in Multan during 15 and 19 October 2012. The workshops were attended by 26 males and 15 females.
- OHD formed 6 Village Development Committees in six villages from 3 UCs of District Mardan and also conducted meetings with them. A total of 125 males participated in the meetings.
- OHD formed 6 Mother groups in six villages from 3 UCs of District Mardan and also conducted meetings with them. A total of 103 females participated in the meetings.
- PEACE-KP organized a 3 Day workshop on Power Generation, Transmission and Distribution Policies and Procedures in Peshawar from 11th to 13th October, 2012. A total of 27 participants attended the training.
- PEACE-KP organized 12 village level meetings for minimizing non-technical losses related to consumption of electricity in the month of October, 2012. A total of 18 participants attended the meetings.
- PEHE conducted 2 advocacy sessions with farmers about water losses at minor and water course level in District Sukkur.

- The Network conducted a training for government officials, members of Consumer Councils and groups in Rawalpindi on October 2, 2012, which was attended by 35 people.

3.2.3. M&E System Development

The M&E Unit continued to closely work with the MIS staff to review, finalize, modify and adjust parameters of required GMIS modules for partner reports, monitoring and evaluation.

3.2.4. Miscellaneous

Manager M & E had a meeting with the Director Capacity Building (TAF) and Consultant, Dr. Sohail Amjad in order to finalize the plan for PMP sessions for the partners.

4. Finance, Grants and Compliance

4.1. Grants

4.1.1. Pre-Award Assessments

In October 2012, the Grants Unit issued a task order to AASR-GT for nine pre-award assessments i.e. four detailed, one rapid and four upgrade assessments. The related organizations had applied under Cycle 3, and were being considered for award of grants following the recommendation by USAID to review applications which qualified but their recommendation was withheld by GMC.

Grants unit received 22 pre-award assessment reports from AASR-GT in the month of October 2012. These reports were reviewed in order to determine the level of risk and inform negotiations related to awards of grants and capacity action plans.

4.1.2. Process Improvement

Following the weaknesses identified by the USAID Office of Inspector General in their report for another project in Pakistan, TDEA initiated the process of improvements with respect to the third party managed pre-award assessments. Also, owing to recent changes in the ADS 303, Standard Provisions for Non US NGOs and introduction of Standard Provisions for Fixed Obligation partners for the first time, implications were studied and resulting changes will be implemented in the coming month.

4.1.3. Due Diligence

Anti-terrorist and other compliance check vetting was conducted by the Grants Team for the second batch of applications recommended to PSC under Cycle 3. These applications had scored pass marks but recommendation was withheld by GMC pending certain clarifications. Process of finalizing different pre-award forms and disclosure checklists related to these grant applicants was also completed.

4.1.4. Award of Grants

One grant for Punjab was awarded under Cycle 2 in relation to the thematic area "Citizens' Voice and Public Accountability in Tax Collection Sector".

Overall Snapshot of Grants under Contract

Thematic Area	Cycle	No. of Grants Allocated for Award in RFA	No. of Grants Recommended by PSC to USAID	No. of Grants Approved by USAID	Signed Awards

1. Citizens' Engagement and Accountability for an Effective Local Government System	Third	5	10	Pending	Pending
2. Citizens' Advocacy for Implementation of 18th Amendment	Third	8	7	Pending	Pending
3. Energy Sector Reforms	Third	10	8	Pending	Pending
4. Advocacy for Effective Implementation of the Frontier Crime Regulations (FCR) Reforms	Third	2	5	2	2
4. Citizens' Voice for Transparent and Accountable Mechanism	Third	6	7	Pending	Pending
Total		31	37	2	2
1. Citizens' Voice for Effective Legislative Governance	Second	15	4	11*	5
2. Education Sector Reforms	Second	10	12	12	11
3. Citizens' Voice and Public Accountability in Tax Collection Sector	Second	10	1	2**	1
4. Advocacy for Strengthening Legal Framework for NPOs	Second	2	0	0	0
Total		37	17	25	17
1. Energy Sector Reforms	First	10	4	4	4
2. Improving Water Rights	First	4	4	4	4
3. Citizens oversight on Municipal Services	First	10	10	7	7
Total		24	18	15	15
Grand Total		92	72	42***	35

* While 4 were recommended by PSC and approved by USAID; 1 was directly approved for award by USAID; 7 were picked up by USAID for further process, out of which the project submitted 6 for final USAID approval. The number of grants approved by USAID (11) is inclusive of 6, which still need final approval from USAID.

**While 1 was recommended by PSC, 1 was directly approved by USAID making the total number 2.

*** Difference between approved and signed grants is due to the fact that 7 have been forwarded to USAID, 1 was finalized and signed in first week of November and one award to CPDI is withheld, pending clarification from USAID.

4.1.5. Pre- and Post-Award Conditions

Keeping in view the pre-award risk assessments, pre- and post-award conditions were agreed upon with the two partners related to Citizens' Voice and Public Accountability in Tax Collection Sector under Cycle 2. Purpose of these conditions is to ensure that partners improve their systems and procedures for efficient implementation of the project as well as for long-term institutional development. Later, the Grants Unit, along with M&E Unit, tracks the partners' performance in terms of meeting such conditions.

4.1.6. Technical Assistance to Partners

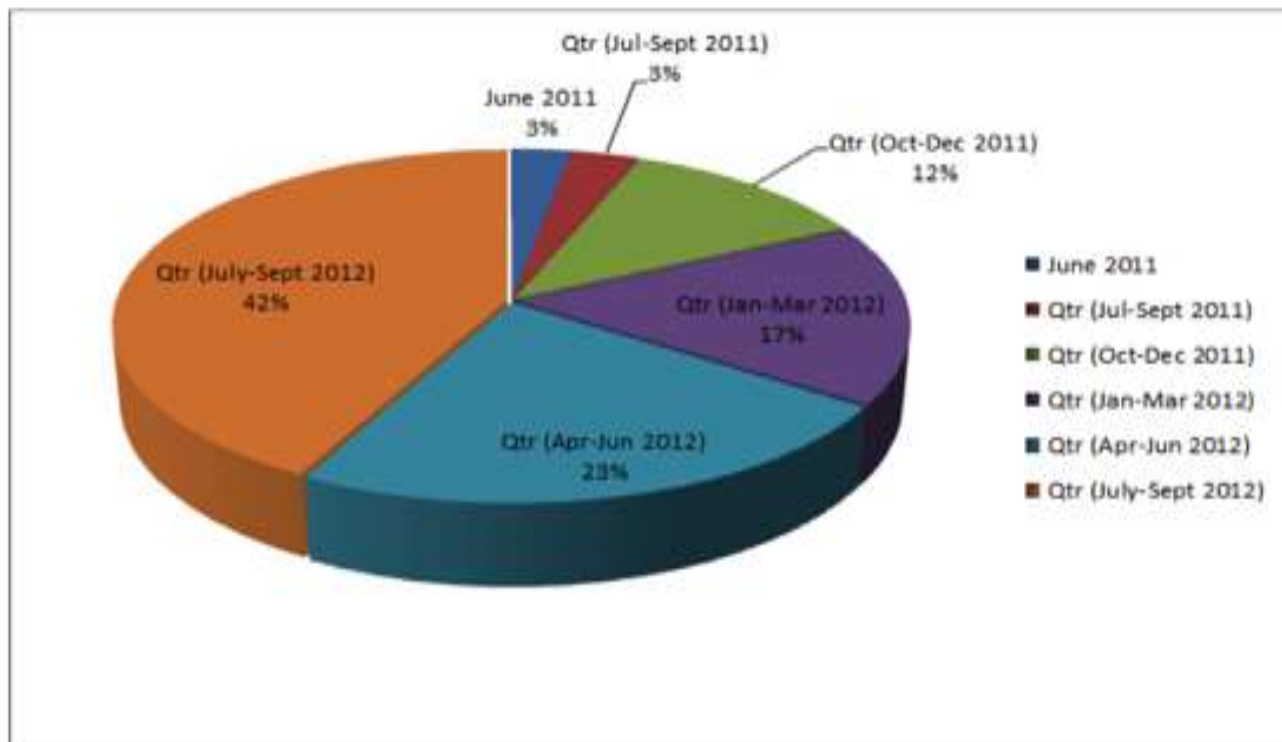
Existing partners were provided technical assistance in the areas of financial management, record keeping and reporting on a daily basis. The TAF team and project team for grants coordinated with partners for any issues that they faced and guided them about the required standards of record keeping and reporting for USAID grants.

4.2. Finance

Finance unit prepared and then updated, as required, revised budget for the project to cover no-cost extension for two more years as well as incorporation of the Election Information Management System (EIMS) component into the budget as approved separately by USAID. The budget and revised procurement plan are now pending USAID review and approval.

Besides, the Unit continued to perform a range of routine functions including financial management, submission of reports to the USAID, payments to sub-contractors, and other functions relating to compliance with USAID regulations and TDEA policies.

	June 2011	Qtr (Jul-Sept 2011)	Qtr (Oct-Dec 2011)	Qtr (Jan-Mar 2012)	Qtr (Apr-Jun 2012)	Qtr (July-Sept 2012)	TOTAL
Salaries & Wages	745,248	3,395,849	7,128,358	10,484,369	10,592,933	11,039,217	43,385,974
Fringe Benefits	61,968	471,964	855,703	1,150,588	1,254,180	2,254,187	6,048,590
Travel, Trans & Per Diem	-	-	-	45	31,009	883,538	914,592
Procurement	935,269	1,727,662	495,400	1,998,800	176,280	2,621,383	7,954,794
Equipments & Supplies	30,000	346,156	603,098	886,181	1,148,772	882,031	3,896,238
Communication	20,000	140,825	636,913	415,948	180,495	650,982	2,045,163
Subcontracts	-	-	10,691,082	18,355,436	30,717,786	67,748,700	127,513,004
Other Direct Cost	4,080,000	187,221	3,961,881	1,502,272	4,379,345	3,017,739	17,128,458
Fee	90,514	488,758	653,616	787,506	844,466	1,019,061	3,883,921
TOTAL	5,962,999	6,758,435	25,026,051	35,581,145	49,325,266	90,116,838	212,770,734



4.3. Compliance

AASR-GT team continued to perform compliance function in relation to procurement orders and transactions on monthly basis.

The second semi-annual compliance report was finalized and submitted to the management. The management provided its responses to the report for conclusion.

5. Management Information System (MIS)

The MIS Unit performed the following tasks during the month of October 2012:

5.1. Website

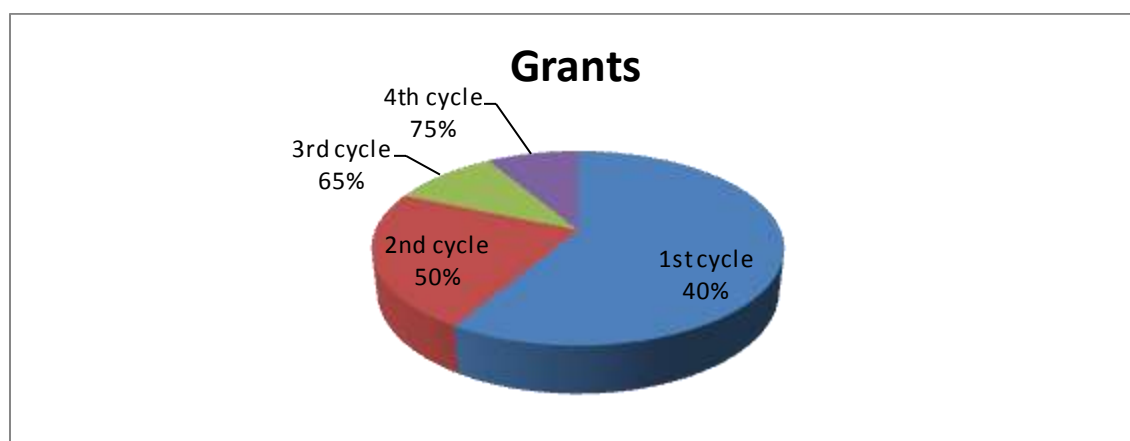
The contents of the project website (<http://cvpa-tdea.org>) were updated to facilitate the launching and subsequent closing of Cycle-4. User queries were addressed via three online forms, "Contact Us", "Feedback" and "Complaints". This information was archived in the database. All queries addressed to cycle-related email accounts were also handled. The website framework version and related plugins were updated. Additional security plugins were incorporated. Continuous "Search Engine" optimization to increase the visibility/marketability of the website was carried out.

The project's new website (<http://cvpa-tdea.org/v1>) was further developed with input from all stakeholders. Major feature updates in contrast to the present website include the following:

- a) Google maps integration to pin point the geographical coverage of a partner. The map and indicators show critical information about the highlighted partner (please see the image below):



- b) Subscription to the website is also supported, which will enable subscribers to receive updates and other relevant information about the project.
- c) As part of aggressive SEO of the project website, provisions have been made to integrate social media, including LinkedIn, Google plus, Facebook, YouTube and Twitter.
- d) Pictorial (Pie Graphs) representation of the grants awarded is also included. Following is an example only:



- e) FAQs service is provided to allow potential users to ask questions about the project along with the option of including the question in the FAQs database.
- f) Hiring Manager, a service enabling resume management, jobs posting, short listing, emailing to shortlisted candidates, reporting, and providing role based access to HR, relevant stakeholders and more, has been incorporated on the website as well.
- g) Grants awarded, a new drop down menu related to grants awarded, is also added to the new site, which provides details about cycles, thematic areas covered, and organization of that area.

5.2. Compliance Support

In the context of reporting requirements of the Project, the progress of OTI Database and PAKINFO progress was as follows:

5.2.1. NRSP (OTI Data Base)

Cycle-2 details were updated in the OTI database. The database now includes the details of applications of Cycle -1 as well as Cycle-2. The reporting module was improved and new reports were added. Bug fixing and QA of the database was carried with out assistance from NRSP.

5.2.2. PAK INFO

Cycle-2 details were updated in PAKINFO. The database now includes the details of applications of Cycle-1 as well as Cycle-2.

5.3. Network Infrastructure and Support

A fail over Internet connection was acquired to mitigate the effects of ISP break down, such as the one that occurred during September 2012. Infrastructure and support services remained within acceptable limits during the month of October 2012.

5.4 GMIS

The GMIS (<http://grants.cvpa-tdea.org>) was primed for the 4th cycle with appropriate permissions, segregation of access rights, opening and subsequent closing of Cycle-4 with a total of 369 applications. Information about the cycle was disseminated to more than 5000 users, three times, from the start to the close of the cycle (Sept 30th to Oct 18th) via emails.

Presentation to potential clients on how to lodge an application using the GMIS; and support to CSOs and other stakeholders was extended. TRC teams were briefed and their roles upgraded for the conduct of TRC. Minor bugs were fixed and QA of the entire application including backend was carried out.

The underlying OS, web server and other contributing technologies were upgraded. Backup copies of the entire system were maintained. The post award, PMP module was further enhanced; and complete QA of one of the densest modules of the GMIS was carried out.

Access was granted to relevant stakeholders to test the system inputs and outputs. SMS module, to generate an SMS to system users, was also designed.

5.5 EIMS

The MIS Unit extended operational, administrative and technical support for ongoing procurement and hiring processes of EIMS. Technically, the requisitions were handled by the requisition module of GMIS, while hiring was dealt with by the resume module hosted in-house on local servers. All support tasks (security, backup, opening, closing and content updating) of the module was carried out. The resume module was further enhanced by incorporating CAPTCHA logic.

6. Capacity Building

6.1. Partner Organizations

During the month of October 2012, TAF and IoBM made preparations for and held a week-long training workshop for partner organizations. Twenty staff members from ten partner organizations participated in this institutional development course.

Also, preparations were made by TAF and COMSATS to conduct a similar week-long course for senior staff members of partners to be conducted by COMSATS University in Islamabad in November.

7. Communications and External Relations

The Communications and External Relations Unit organized various meetings and provided assistance to other teams as needed. It assisted the M&E Unit in editing and approving the advertisements and IEC materials of 18 sub-partners. In total, the Unit responded to 31 requests. The team also organized the Fourth Grants Cycle Information Session at PC Hotel, Muzaffarabad on October 11, 2012. A total of 74 people attended the event including 63 potential applicants from AJK as well as representatives of 11 media outlets. Several potential partner organizations travelled from neighboring districts to participate in the event.

The Unit has also started preparations for setting up a project stall at US Consulate, Lahore for the US Presidential Election event, scheduled for November 7, 2012 at Avari, Lahore. In this regard, the Unit is preparing presentations about the Project and its partner organizations, and will also display pictures and news clippings. The Unit also printed IEC materials of sub-partners. Additionally, the Quarterly Progress Report for the period July 1 to September 30, 2012 was submitted to USAID in the month of October.

8. Election Information Monitoring System (EIMS)

8.1. Office Setup and Other Preparations

Following servers were setup and configured as per the needs of EIMS:

Firewall and Internet Gateway Setup

- IPFire is being used as the firewall and Internet gateway.
- DNS has been configured within the premises.
- The network was divided into different zones to keep various segments of the project moderately separate from others.
- VoIP/Messenger Server setup (Exchange server).
- Setup for VoIP and messenger server was completed with messenger clients installed and working within all office systems.

PBX installation

The detailed list of features and functionalities are given below:

S.#	Features	Description
1.	Call recording	Conference center with virtual rooms
2.	Voicemail	SIP and IAX support, among others
3.	Voicemail-to-Email functionality	Supported codecs: ADPCM, G.711 (A-Law & μ -Law), G.722, G.723.1 (pass through), G.726, G.728, G.729, GSM, iLBC (optional) among others.
4.	Flexible and configurable IVR	Support for analog interfaces as FXS/FXO (PSTN/POTS)

5.	Voice synthesis support	Support for digital interfaces (E1/T1/J1) through PRI/BRI/R2 protocols
6.	IP terminal batch configuration tool	Caller ID
7.	Integrated echo canceller by software	Multiple trunk support
8.	End Point Configurator	Incoming and outgoing routes with support for dial pattern matching
9.	Support for video-phones	Support for follow-me
10	Hardware detection interface	Support for ring groups
11.	DHCP server for dynamic IP	Support for paging and intercom
12.	Web-based operator panel	Support for time conditions
13.	Call parking	Support for PIN sets
14.	Call detail record (CDR) report	Direct Inward System Access (DISA)
15.	Billing and consumption report	Callback support
16.	Channel usage reports	Support for bluetooth interfaces through cell phones (chan_mobile)
17.	Support for call queues	

Messaging

Openfire is a real time collaboration (RTC) server licensed under the Open Source Apache License which has been installed. It uses the only widely adopted open protocol for instant messaging, XMPP (also called Jabber). Openfire is incredibly easy to set up and administer, yet it offers rock-solid security and performance.

Central Database Setup (Data Backup Server)

- Installation and setup of central database server was completed using PostgreSQL as the server database platform. GIS extensions were installed and database access configured from selected network clients.
- GIS data was gathered from various in-house and outside sources for integration with the system
- Version control: GIT Server was deployed. GIT is a free and open source distributed version control system designed to handle everything from small to large projects with speed and efficiency.
- Setup of a working software development environment for developers was completed.
- Multi user role based authentication framework for EIMS was implemented.

Reporting and Publication Unit

- Framework for Election Information Portal was developed containing the following information:
 - Election results from 1970 to 2008
 - Election Laws and Amendments

- Reports based on Local and International Observer Groups.

9. Communications Unit

- New project website was finalized. It will be launched soon.
- The team provided support to partner organizations in improving their IEC materials.
- One information session was organized in Muzaffarabad on October 11, 2012. 74 participants attended it.
- One small information session was organized in Islamabad with focus on media organizations.
- Preparations were made for information stall in Avari Hotel in Lahore in connection with the event to be organized by US Consulate on November 7, 2012 (Presidential Election Day).

Appendix I: Province or Region Wise Distribution of Partners (As of October 31, 2012)

	Nation-wide	Punjab	Sindh	KPK	Balochistan	FATA	GB	AJ&K	Total
Energy Sector Reforms	3	0	0	1	0	0	0	0	4
Water Rights	0	3	1	0	0	0	0	0	4
Municipal Services	0	1	3	3	0	0	0	0	7
Education Sector Reforms	1	4	1	4	0	0	0	1	11
FCR Reforms	0	0	0	0	0	2	0	0	2
Legislative Governance	0	0	0	2	1	0	1	1	5
Tax Collection	0	1	0	0	0	0	0	0	1
Total	4	9	5	10	1	2	1	2	34

Note: These 34 awards include CPDI, which was withheld on August 6, 2012 pending clarification from USAID.

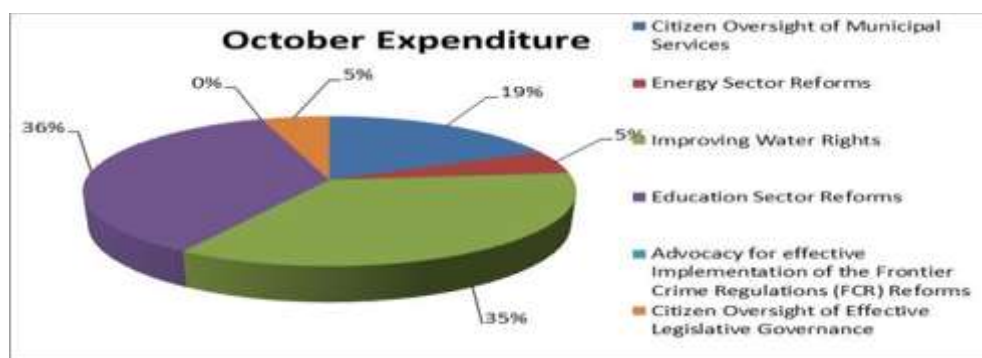
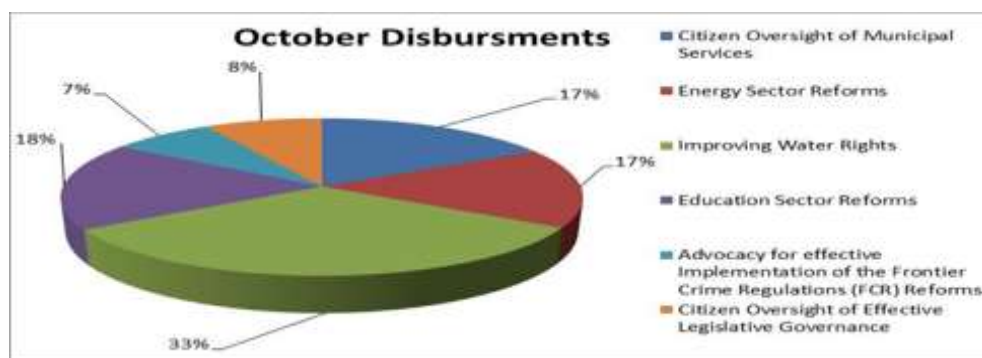
Appendix II: Thematic Area Wise Pre- and Post-Award Conditions Update (As of October 31, 2012)

Thematic Area	No. of Grants	Conditions Agreed over Grant Period		Conditions due till October 31, 2012		Conditions Met in the month of October 2012		Conditions Met till Date	
		Pre-award	Post-award	Pre-award	Post-award	Pre-award	Post-award	Pre-award	Post-award
Citizens oversight on Municipal Services	7	0	38	0	28	0	3	0	9
Energy Sector Reforms	4	0	14	0	14	0	0	0	7
Improving Water Rights	4	1	17	1	16	0	0	1	7
Education Sector Reforms	10	0	41	0	27	0	0	0	0
Citizens' Voice for Effective Legislative Governance	5	0	21	0	16	0	0	0	0
Advocacy for Effective Implementation of the Frontier Crime Regulations (FCR) Reforms	2	0	5	0	1	0	0	0	0
Citizen Voice & Public Accountability in Tax Collection Sector	1	0	6	0	0	0	0	0	0
Total	33	1	142	1	102	0	3	1	23

Note: The above table does not include CPDI under "Education Sector Reforms". Furthermore, the above figures do not include complete information for the month of October 2012, as the progress reports will be received in mid November 2012.

Appendix III: Themes and Organization Wise Grant Disbursement (As of October 31, 2012)

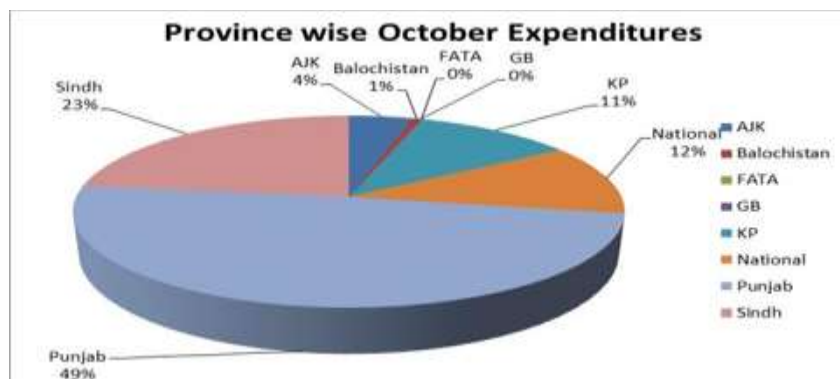
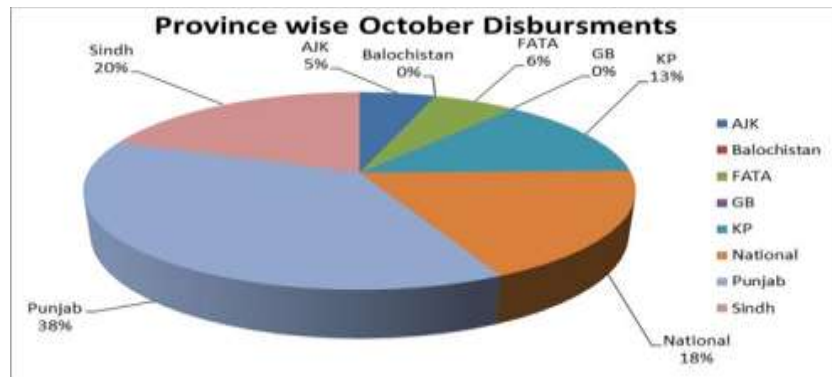
S. No	Thematic Area	October Disbursement	October Expenditure
1.	Citizen Oversight of Municipal Services	4,798,434	2,603,491
2.	Energy Sector Reforms	4,625,109	713,146
3.	Improving Water Rights	9,279,443	4,981,200
4.	Education Sector Reforms	5,098,432	5,098,432
5.	Advocacy for effective Implementation of the Frontier Crime Regulations (FCR) Reforms	2,069,760	0
6.	Citizen Oversight of Effective Legislative Governance	2,363,000	728,151



Description	AJK	Balochistan	FATA	GB	KP	National	Punjab	Sindh
Disbursement (October 2012)	1,897,050	0*	2,069,760	0*	4,767,140	6,467,700	13,349,274	6,922,393
Expenditure (October 2012)	829,800	128,948	0**	0**	2,073,602	2,277,731	9,374,609	4,426,211

*Note: Expenditure against zero disbursement was made from un-utilized funds from the previous month.

**Note: Advance has been disbursed but the settlement reports were not due/ received till preparation of this report.



Appendix IV: List of Partners (As of October 31, 2012)

S #	Name of Organization	Project Title	Proposed Geographic Area	Project Duration	Project Cost(PKR)	Contact Details
Thematic Area: Improving Water Rights						
1	Awaz Foundation Pakistan, Centre for Development Services	Improving Water Rights of Rural Communities in District Multan and Bahawalpur	Multan, Bahawalpur	April 20, 2012 to April 13, 2013	11,129,000	Muhammad Zia-ur-Rehman # 2440N/8A, D Block, New Shamsabad Colony Multan-Pakistan 92 (0)61 4784606 92 (0)300 6301215
2	DAMAAN Development Organization	Transforming the Thinking-A Project for Materializing the Water Rights and Entitlements	Khanewal, Multan, Vehari, and Lodhran	April 20, 2012 to April 13, 2013	10,198,000	Shoaib Aziz (Islamabad address) Plot number 214, sector G, Judicial town near chatar park, Muree road, Islamabad 051-2860142 +92-346-5949188
3	Governance Institutes Network International (GINI)	Improving Water Rights in Central Punjab	Central Punjab	April 20, 2012 to April 13, 2013	12,749,344	UsamaBakhtiar Ahmed House 23, Street 30, Sector F-8/1, Islamabad 051-2856511, 0303-5661538
4	Participatory Efforts for Healthy Environment	Capacity Building of Farmers Organization for effective and efficient advocacy for Water Rights, in Sindh	Sukker	April 20, 2012 to April 13, 2013	11,683,000	Ali AnemShahwani House # B-2, Prince Town, Phase II, Qasimabad, Hyderabad, Sindh – Pakistan 92-22-2650987 +92-333-3297450

Thematic Area: Energy Sector Reforms						
5	Consumer Rights Commission of Pakistan	Improving gas sector governance through evidence generation and public participation	National	April 20, 2012 to April 13, 2013	8,057,343	Asif Masood House 13, Street1, Sector G-6/3, Islamabad 051-111739739
6	Semiotics Consultants (Pvt.) Limited	Energy Sector Reforms	National	April 20, 2012 to April 13, 2013	8,309,000	Ajmal Baig # 6-7, 2nd Floor, Pearl Center, Block-13, Super Market, F-6 Markaz, Islamabad-Pakistan 92-51-227 1248, 287 7266 92-333-521 2221
7	People Empowerment and Consulting Enterprise (PEACE)	Enhancing electricity sector efficiency with public participation (EESPP)	Mardan, KPK	April 20, 2012 to April 13, 2013	8,139,600	Masood ul Hassan Office # 29 A, Street # 13, Rahatabad Peshawar 92-91- 5845050
8	TheNetwork for Consumer Protection	New Energy Contract between Consumer & State/Regulator	Islamabad, Rawalpindi	April 20, 2012 to April 13, 2013	8,499,764	Nadeem Iqbal TheNetwork for Consumer Protection, Flat 5, 40-A, Ramzan Plaza, G-9 Markaz, Islamabad 051-2261085/2264881 0333-5126506

Thematic Area: Municipal Oversight						
9	AkhtarHameed Khan Resource Centre (AHKRC)	Social Accountability of Municipal Services Delivery and Development in Peshawar	Peshawar, KPK	April 20, 2012 to April 19, 2014	8,321,500	Fayyaz Baqir #6, Street 56, F-6/4, Islamabad 92 51 2822 752 92 41 2822 792 92 300 50171139
10	Dir Area Development Organization (DADO)	Citizen participation in the Municipal Services for the sustainable development of District Dir Upper - KPK	Dir - Upper	April 20, 2012 to April 19, 2014	8,468,000	Abid Ali Abid Main Bazar Road Dir, Haji Mahabat Khan Building, Camp Colony Dir District Upper Dir. 92 944 881146 92 3005992358
11	Goth Seengar Foundation	Work together for improvement of solid waste management system	Jacobabad	April 20, 2012 to July 19, 2013	7,990,800	Qazi Muhammad Raees Flat1, E - 36 near SLS Montessori School; Sector G-11/4 Islamabad, 92 51 2301514 92 3028542099
12	DevCon Association for Rural Development	Citizen for change	Sangher	April 20, 2012 to April 19, 2014	8,470,200	Nisar Ahmed House No. 124/A-16, Housing Society. Sanghar 03333555403
13	Participatory Educational Awareness and Community Empowerment (PEACE) Sind	Citizens' Responsive Governance at TMA level	MirpurKhas	April 20, 2012 to April 19, 2013	7,653,000	Tahir Jadoon PEACE-Sindh: Flat No. A-47, first floor, Salman tower, main national Highway, Malir Karachi, 92 812302014-03003825277
14	Association for Behavior and Knowledge Tranformation (ABKT)	Improvement and strengthening of TMA's Municipal Service through advocacy, citizens' involvement and oversight	Malakand, KP	06/04/2012 to 05/04/2014	7,666,980	ZoyaZain H # 19-C, opposite ShirinMahal factory, old bara Road, university Town, Peshawar 92915700240 92 345 9669525
15	Association of Global Humanists & Ethics (AGHE)	MeriAwaz	Multan	August 06, 2012 to April 05, 2014	8,496,750	Syed Ijaz Hussain Shah House # 616, Street # 69, I-8/3, Islamabad 0344-5551234

Thematic Area: Education						
16	Development & Empowerment Women Association	Citizen participation in the Education Strengthening for the socio-economic development of Dir Lower -KPK	Dir	August 06, 2012 to August 05, 2013	7,686,000	Muhammad Asad Kalpani Bajoro Road, Ziarat Talash, Tehsil Timergara, District Lower DIR, KPK, Pakistan 0945-871280, 092-3469380025
17	Pak education society	Sustainable Education Initiatives in district Shangla, KPK	Shangla	August 06, 2012 to August 05, 2013	7,065,500	Ahmad Hussain House # 72, Street 6, Mehfooz road, Defense officers colony, Peshawar Cantt. 091-5841575, 3458910123
18	Society for Human Empowerment and Rural Development	Making Schools Accountable to Performance	Khushab	August 06, 2012 to August 05, 2013	8,360,727	Muhammad Sadiq Village and Post Office Mitha Tiwana 0454-730201-204, 092-334-5252525
19	DevCon - An Association for Rural Development	Education's Reform through Expenditure Analysis on Primary Education	Hyderabad, Sukkur & Larkana	August 06, 2012 to August 05, 2013	7,272,400	Nisar Ahmed Nizamani House # 124/A-16, Housing Society, Sanghar, Sindh, Pakistan 092-235-541441 – 2 092-3333555403
20	Children First	Strengthening Citizens' Voice to ensure Compulsory & Free education and Promote accountability in education sector	KPK	August 6, 2012 to May 5 2013	7,359,500	Asif Hayat H-79, St. 92. Sector I-8/4. Islamabad. 092-51-4864259, 092-302-8586999
21	Sudhaar Society	Strengthening of Citizens' Voice and public accountability through oversight on education system and advocacy for improvement of quality of education in government and private schools of district Narowal	Narowal	August 06, 2012 to August 05, 2013	7,930,500	Naeem Ijaz Butt Sudhaar Society 760-R Block Model Town Extension Lahore 092-42-35832511, 092-333-8664992

22	Leadership for Environment and Development Pakistan	Strengthening Civil Society Oversight of Education Decentralization in Punjab	Lahore	August 06, 2012 to August 05, 2013	8,491,778	Ali Tauqeer Sheikh House, F-7 Markaz, Islamabad, Pakistan 092 51-2651511
23	READ Foundation	Supporting Communities to Strengthen Education Sector in AJK	Rawalakot	August 06, 2012 to August 05, 2013	7,090,990	Fayyaz Ahmed H#747, Street 10, G-9/3 Islamabad 092 51-2253256, 092 300-5392722
24	Human Development Foundation	Advocacy Campaign for Education Sector Reforms in Pakistan	KP, Baluchistan, Sindh	August 06, 2012 to August 05, 2013	8,463,797	Humera Iqbal 092 323-8528149
25	Centre for Peace and Development Initiatives (CPDI)	Citizens' Oversight and Accountability of Education Sector Budgets	Chakwal, Jhelum and Lahore	August 6, 2012 to August 5, 2013	8,417,408	Amer Ejaz, H. 409-B, Main Nazim-ud-Din Road, F-11/1, Islamabad. Phone: +92-51- 2108287; Fax: +92-51- 2101594 Cell: +92-334-4328173
26	Organization for Human Development	Improving School Governance	Chardada, Mardan	August 06, 2012 to August 05, 2013	5,759,000	Amjad Ali Main Charsadda road near finance and planning department Mardan. 0937-774243, 0334- 8470163, 092346- 8159996

Thematic Area: Legislative Governance						
27	Your Engineering Solutions (YES) Pvt Ltd.	Design & Implementation of public IEC for mutually beneficial sustainable linkage between citizen & legislators of AJK Assembly	Kotli&Mirpur	September 28, 2012 to December 27, 2013	14,196,250	189B, Street 46, Sector F-11/3, Islamabad. Dr. Waseem Amer Cell: +92 (334) 4333623 Phone: +92 (51) 2291520 Email: waseem@yes.com.pk
28	Water, Environment & Sanitation Society (WESS)	Citizens' Voice for Enhanced and Effective legislation and Accountability	District Loralai, Ziarat, Baluchistan	10/09/2012 to 9/03/2014	13,815,952	Syed Ijaz Hussain Shah House # 616, Street # 69, I-8/3, Islamabad 0344-5551234
29	Association of Global Humanists & Ethics (AGHE)	Citizens' Voice for Effective Legislative Governance	GB	15343750	15,343,750	Syed Ijaz Hussain Shah House # 616, Street # 69, I-8/3, Islamabad 0344-5551234
30	Pak Women	Citizen Voice for Effective Legislative Governance Project KP.	District Mardan, Swat and Malakand	10/09/2012 to 09/03/2014	15,889,400	Azra Hussain House # 217, Street # 04, Sector T, Sheikh Maltoon Town Mardan, KPK .03465602472 – 03469183507
31	Hamdam Development Organization	Awareness and advocacy campaign aimed at Helping society better interact with the legislature at MPs of Provincial (KPK) and National Assembly	Tank, DIK, LakiMarwat, Bannu	10/09/2012 to 09/03/2014	13,835,000	Abdul Ghafoor House #06, Gulistan Society, Near Fauji Foundation Vocational Training Center West Circular Road D.I.Khan Pakhtunkha Pakistan 0346-7876188, 0092-966-733886

Thematic Area: FCR						
32	Step Towards Empowerment of Pupil (STEP)	Advocacy for effective Implementation of the frontier Crime Regulations (FCR) Reforms	1-Khyber Agency, 2-Orakzai Agency, 3-FR Peshawar, 4-FR Kohat 5-FR Bannu FATA	September 28, 2012 to December 27, 2013	15,077,400	House no 40-B, Sector B, Fazal-E-Haq Road, Sheikh Maltoon Town, Mardan , KPK Mr. Muhammad Ismail Khan Cell:+92(300) 9175857 Phone: +92(937) 796212 Email: inform_step@yahoo.com
33	Devolution Trust for Citizen Engagement (DTCE)	Advocacy for effective Implementation of the Frontier Crime Regulations (FCR) Reforms	Bajaur Agency	September 28, 2012 to September 27, 2013	16,982,404	House No.10, Street 4, G-6/3, Islamabad Mr. Syed Mushir Hassan Naqvi Cell:+92 (300) 5017327 Phone: +92 (51) 111333823 Email: mushir.naqvi@dtce.org.pk

Thematic Area: Accountability in Tax Collection						
34	Governance Institutes Network International (GINI)	Citizen Voice and Public Accountability in Tax Collection Sector	Punjab	October 31, 2012 to October 30, 2013	11,856,700	House 23, Street 30, Sector F-8/1, Islamabad Amjad Pervaiz Cell:+92 (300) 8545108 Phone: +92 (51)- 2856511 Email: amjad.pervaiz@giniweb .net

Note: Award to CPDI was withheld on August 6, 2012 pending USAID approval.